

**STATE OF MARYLAND**  
DEPARTMENT OF ASSESSEMENTS & TAXATION  
Personal Property Division  
301 West Preston St , Room 801  
Baltimore, Maryland 21201-2395  
www.dat.maryland.gov sdat.persprop@Maryland.gov  
(410) 767-1170 Toll Free in Maryland 1-888-246-5941

**ANNUAL REPORT AND  
PERSONAL PROPERTY RETURN OF  
DOMESTIC AND FOREIGN CREDIT  
UNION  
AS OF JANUARY 1  
DUE APRIL 15  
\$300 Filing Fee Required**

**2016  
FORM  
AT3-15**  
Date Received \_\_\_\_\_

Check here  
if this is a  
change of  
address

☐

Name of Credit Union

Mailing Address

Department ID #

☐

City

State

Zip Code

Federal Employer ID #

**SECTION I**

- A. Date of incorporation/formation \_\_\_\_\_ State of incorporation/formation \_\_\_\_\_
- B. Does the credit union do any part of its business in the State of Maryland? \_\_\_\_\_ Date began \_\_\_\_\_  
(Yes or No)
- C. If the answer to question B is yes, provide the location from which the business of the credit union is directed and managed.

\_\_\_\_\_  
(address, number, street and zip code)

- D. Type or print names and addresses of officers and names of directors:

**OFFICERS**

	Names	Addresses
President	_____	_____
Vice-President	_____	_____
Secretary	_____	_____
Treasurer	_____	_____

**DIRECTORS**

Names	Names
_____	_____
_____	_____
_____	_____
_____	_____

Type or Print  
Department ID # Here

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# DOMESTIC AND FOREIGN CREDIT UNION ANNUAL REPORT

**2016**  
**FORM**  
**AT3-15**  
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## SECTION II

I declare under the penalties of perjury that this report, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete report.

NAME OF FIRM, OTHER THAN TAXPAYER, PREPARING THIS REPORT

NAME OF CORPORATE OFFICER OR PRINCIPAL OF ENTITY TITLE

X  
SIGNATURE OF PREPARER DATE

X  
SIGNATURE OF CORPORATE OFFICER DATE

( )  
PREPARER'S PHONE NUMBER

( )  
BUSINESS PHONE NUMBER

EMAIL ADDRESS

EMAIL ADDRESS

## INSTRUCTIONS

1. A Maryland Form 15 must be filed by all credit unions that are incorporated, qualified or registered to do business in the State of Maryland. This report is required even if the business owns no property in the State or has not conducted any business activity during the year. In addition, failure to file will result in forfeiture of the charter of a domestic corporation or forfeiture of the right to do business in the State of a foreign corporation. A **filing fee of \$300** must be included with the report.
2. At the beginning of each year, the Department mails a personal property return to all active businesses on record. If the business does not receive a report, it is still responsible for obtaining and filing a report on time. The due date for filing is April 15, 2016. Reports are to be sent to:

State of Maryland  
Department of Assessments and Taxation  
Personal Property Division  
301 West Preston Street  
Baltimore, Maryland 21201-2395

3. The Department may grant a 2 month extension to file the report. To request an internet extension go to: [www.dat.maryland.gov](http://www.dat.maryland.gov) and click on: 1) Businesses, 2) Personal Property Information and Forms, and 3) Filing Extension. This option is free of charge and offers Department I.D. look-up, extension verification, confirmation numbers and recall lists by confirmation number. Always print and keep a copy of the confirmation number. The Department will automatically accept it as evidence of a valid approved extension in case there is ever a problem. When you file for an extension via our website, do NOT also submit a paper extension request. This system is available 24 hours a day, 7 days a week beginning February 1, 2016 through April 15, 2016. Please file early to avoid possible delays due to the heavy usage of this system which occurs in the last week prior to April 15.

Extension requests submitted via paper documents must be post-marked or received by SDAT on or before March 17, 2016 and require a \$20 non refundable processing fee for each entity. If using this method, businesses should use the Department's extension request Form AT3-71 to help ensure that complete and accurate information is submitted. Approved extensions will be recorded by the Department but will not be returned. Retain a copy of the extension request for your records. The Department ID number must be provided to ensure proper recording of any extension request. Requests with incomplete or missing Department ID numbers will not be recorded. Do not list the business' Federal Employer Identification number (EIN) on this form. No additional extension to file will be allowed. Extensions approved by the Internal Revenue Service or Maryland Comptroller of the Treasury for income tax returns will not be accepted.